



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

10/17/14

Tammy Miller
1604 Haskell St
Burlington IA 52601

Dear Tammy,

This letter is in regards to the 10/15/14 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

Tammy needs to move Scentsy in basement to child inaccessible area and move air conditioner from three season porch.

☐ 110.5(1)a Numbers for each child's parent, physician, and a responsible person are accessible by the phone.

Tammy needs to update her emergency contact record.

☐ 110.5(1)e Electrical wiring shall be maintained.

☐ 110.5(1)e All accessible electrical outlets are safely capped.

Tammy needs to place 3 safety caps in outlets in three season porch.

☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year.

Tammy needs to cover grill and either repair or replace broken plastic around steering wheel of blue Little Tikes car.

☐ 110.5(1)h Is kept free from litter, rubbish and flammable materials.

Tammy needs to remove dog feces from outdoor play area.

☐ 110.5(1)q All animal waste is immediately removed from the children's areas and properly disposed of.

Tammy needs to remove dog feces from outdoor play area.

☐ 110.5(3) Activity Program.

☐ 110.5(3)e All play equipment and materials are in a safe condition, for both indoor and outdoor activities.

See 110.5(1)h.

☐ 110.5(8) Children's Files

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

Tammy needs to have signature and date on form for A.B.

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

Tammy needs to update physical for D.S.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Need updated record for D.S.

☐ 110.5(8)h For each school-age child, record of a physical exam completed at the time of school enrollment or since.

Need copy of physical completed by doctor for A.C.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations by 12/1/14.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur sometime on or after **12/1/14**.

Please do not hesitate to contact me at DHS at (319) 208-5521 if you have any questions regarding this letter.

Sincerely,

Chad Reckling
Social Worker II

MACHELLE PEZLEY
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Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by

going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).